

SECTION II. BUDGET NARRATIVE

The total federal funding request is \$6,379,760.00 spaced over three years as indicated below. While most costs are evenly spread over a three year period based on need, some costs do vary from year to year. Those variations are indicated in the narrative. Please note that due to space restrictions, narrative for years two and three are abbreviated—referring the reviewer to year-one for supporting discussion.

YEAR ONE: Requested Federal Funds—\$2,213,220.00

1. Personnel: \$300,500.00

Grant Project Director: A grant project director (1 FTE) will be hired and will devote 100 percent of his/her time to the project. This position will report to Mary Beth Schroeder Fracek, Special Projects Coordinator, and ultimately to Judy Jeffrey, Director of the Iowa Department of Education. This will be the single most important expenditure in the grant: the success of the entire grant will be dependent on the ability of this individual to coordinate a number of activities and provide for successful participation of literally hundreds of individuals across the state. In addition to the administrative duties of this grant, this individual will play a crucial role in working with the Grant Steering Committee to create overall plans for the activities, to support and supervise leaders in many of the activities, to lead other activities, and to work with the evaluators of the grant. This position requires an individual leader who combines the skills of administration and vision with a strong understanding of PK-12 education as well as teacher preparation. Based on the recommendation by the State of Iowa, Human

Resources Enterprise, the grant project director should be paid \$89,000.00 with no fringe benefits.

Technology Coordinator: A technology coordinator (1 FTE) is needed for this project and will devote 100 percent of his/her time to the project. The purpose of this position is to provide expertise related to goals that utilize technology and to facilitate the electronic publication of project related materials and reports. Because technology-based assessment will be implemented statewide and must be linked to the Iowa Department of Education, it is crucial that one individual work with all of the institutions to insure successful coordination of this major financial investment. As well, this individual will support the needs of the participating institutions. Based on the recommendation by the State of Iowa, Human Resources Enterprise, the technology coordinator position should be paid \$85,500.00 with no fringe benefits.

Administrative Assistants (3 positions): Three administrative positions (3 FTE's) have been identified to provide general office support, meeting/workshop coordination, communication support, record keeping support, report publishing support, basic webpage support, etc. They will devote 100 percent of their time to these activities. Such an investment is critical in allowing the principals to use their time more effectively for the successful completion of the grant activities. Based on the recommendation by the State of Iowa, Human Resources Enterprise, each position should be paid \$42,000.00 for an annual total of \$126,000.00. No fringe benefits are associated with these three positions.

2. Fringe Benefits: \$0.00

No fringe benefits are provided—see above personnel cost estimates. State policies require that these individuals be hired as independent contractors. An amount equivalent to appropriate salaries plus benefits has been allowed to ensure that these positions will attract individuals with appropriate knowledge and skills.

3. Travel: \$525,200.00

There is a significant travel need associated with this grant proposal. A sum of \$22,000.00 has been identified for travel and per diem for the grant project director and technology coordinator—which includes the two required annual trips to Washington D.C. An additional \$125,000.00 is needed to support the travel expenses related to the five scheduled meetings specified in the narrative portion of the grant for Goal #1. Details of who travels is provide in the work plan section of this grant. To support Goal #2, \$187,500.00 is required for travel, and per diem expenses—details of who will be traveling is provide in the narrative portion of the grant. Goal #3 features several meetings which will utilize an estimated \$62,500.00 in travel and per diem expenses. Goal #4 requires \$128,200.00 in travel and per diem expenses to support the semi-annual meetings and two-day education summit—again, detail of who will travel is located in the narrative. This extensive use of travel expenses related to all four goals is key to the collaborative work necessary in this proposal. The face-to-face discussions, problem-solving, and planning are necessary to involve educators from across the state: to allow them the ownership that will enable successful implementation of the activities,

accomplishment of the objectives, and the ability to sustain these efforts beyond the funding of the grant.

4. Equipment: \$75,000.00

Basic office equipment to support project staff will require \$75,000.00 in support the first year—this includes, but is not limited to computers, fax machine, copiers, and basic presentation equipment. This equipment is needed to provide basic modern office support for this grant.

5. Supplies: \$40,000.00

Basic supplies including paper, general office materials, phone service, copying, printing, faxing to support the staff and the activities they perform in order to accomplish each goal will require \$40,000.00 annually.

6. Contractual: \$130,000.00

Evaluation is a key component to this project and essential to determining the value and sustainability of the work. The evaluation of the outcomes of this grant will be contracted to Learning Point Associates located in Naperville, Illinois. Their fee for providing evaluation services over three years will be \$240,000.00 or \$80,000.00 annually. The evaluation section of this proposal document details their plan.

Additional contractual arrangements include \$50,000.00 to support consulting work related to Goal #2. For the English Language Learner component of Goal #2, this project will support the expansion of a current state initiative already in place by doubling

the number of workshops offered annually and expanding the current participant audience of classroom teachers with the addition of preparation faculty and pre-service teachers. The contracted evaluator for the current state initiative will need to be compensated for the additional workshops funded through this project.

7. Construction: \$0.00

There is no construction element associated with this grant proposal

8. Other: \$1,142,520.00

To secure the essential software to enable the development of the innovative feedback loop indicated in Goal #3, an additional \$75,000.00 in funding is required. Other expenses include special meeting expenses supporting grant funded staff—\$4,000.00. Communication and other miscellaneous costs related to Goal #1 will cost \$2,500.00. Support of the workshops discussed in Goal #2 requires \$25,000.00. There is \$7,500.00 worth of materials and printing related to goal #3 plus \$25,000.00 to support the cost of the two-day summit (registration and associated costs). Finally, \$25,000.00 is needed to support the printing of reports, brochures, and handouts for Goal #4. Communication statewide and among a number of stakeholder groups would not be possible without these means.

Stipends for grant steering committee members total \$5,500.00 which provides a 12 percent stipend for the co-chair of the grant to reflect time devoted to this grant project. Stipends for leaders and participants in Goal #1 will total \$62,000.00. This stipend will assure the necessary participation. Much of this work will be done during the

summer and/or in addition to the educator's regular duties; this money serves as an honorarium to acknowledge the work of the participants and as an incentive to contribute their professional expertise.

A sum of \$125,000.00 is budgeted to support substitute teacher costs associated with teachers participating in Goal #1. This expenditure is critical to the success of this goal: the collaboration of teacher preparation professionals with PK-12 professionals is a cornerstone of the work. Not only will this produce much more realistic, successful methodology for new teachers, but it will support Goal #4 of increased collaboration within the education community throughout the state. School districts will not be able to subsidize this work through the expenditures for student teachers; at this point in time in Iowa, P-12 school budgets are so strained that many student and teacher activities have been curtailed simply because the districts could not afford to pay for substitutes to allow teachers to be absent from the classroom. Thus, these funds are crucial to the successful completion of several of the grant activities.

Supporting Goal #2 requires \$150,000.00 in participant stipends for higher education faculty, \$75,000.00 for pre-service teachers and \$200,000.00 in technical support. Goal #3 requires stipends totaling \$34,000.00 for leaders and substitute teachers, and \$54,000.00 for training consultants. Please see rationale in previous paragraph for stipends and substitute teacher costs. The training, of course, is essential to the success of the goal, especially in terms of the technological aspects.

Goal #3 provides for the implementation of electronic assessment systems that will cost \$408,020.00. This portion of the project would fund the Iowa Department of

Education as well as teacher education programs in both four-year institutions and community colleges to develop/transfer current complex assessment systems into more efficient, effective electronic formats. Contract bids for such systems would use the following estimates: the Iowa Department of Education at \$50,000; twenty-five four-year programs and six community college programs with 1-500 students times \$5950 for \$184,450; three four-year programs and two community college programs with 501-1000 students times \$18,950 for \$94,750; two four-year programs with 1001-2000 students times \$24,310 for \$48,620; and one four-year program with over 2000 students for \$30,200.

Total Direct Costs for Year-One is \$2,213,270.00

YEAR ONE: In-Kind Contributions: 50/50 match based on amount awarded which equals \$2,213,220.00 if full amount requested is awarded.

In-kind contributions for this grant are based primarily on committed state funding that is supporting the mentoring and induction program which was part of the Teacher Quality legislation passed in 2001. The total in-kind to be allowed for year-one is \$2,155,738.00.

The State of Iowa has implemented successful mentoring and induction program requirements for beginning teachers as part of landmark legislation for Teacher Quality in 2001. The legislation calls for each of Iowa's 367 school districts and 12 area education agencies to provide a two-year mentoring and induction program. Iowa's area education agencies have developed programs and support strategies for local districts. Iowa's 31

teacher preparation institutions are incorporating teaching standards, upon which the Mentoring and Induction program is based into their coursework. The Iowa legislature has allocated up to \$2.4 million per year for the Mentoring and Induction program statewide every year since 2001 as part of the statewide Teacher Quality initiative. This initiative continues to have bi-partisan support from the Iowa legislature and from the Governor's Office. This funding will be used as match for the purposes of this grant application. The following information provides detail related to the program:

Beginning Teachers

- * Salary minimum
- * Evaluation (Comprehensive Evaluation)
- * Must meet teaching standards using evaluation to determine eligibility for license
- * Mentoring and Induction provided for all 1st and 2nd year beginning teachers
- * Funds are appropriated for districts/Area Education Agencies based on the number of 1st and 2nd year teachers (\$1,300 per mentored teacher)
- * Area Education Agencies provide technical assistance and training for mentors
- * A model plan has been developed to assist districts in their work

Mentoring and Induction

- * 4th year of program - 100% of districts have a mentoring plan

- * At the end of the 2nd year the beginning teacher evaluator makes a decision to move the teacher from an initial license to a standard license
- * A 3rd year of mentoring is available to beginning teacher who needs additional assistance to move to a standard license. The district must pay for the program.

Additional matches not included in the above state legislative commitment includes: \$19,432.25 for 20 percent of the time that the Special Projects Coordinator with the Iowa Department of Education, a contribution of 20 percent or \$17,000 for the position of Iowa Department of Education Administrative Consultant/Practitioner Preparation, and \$21,050.00 in-kind contribution from Kirkwood Community College for leadership support which includes travel, salary, hotel, meals, etc. This type of in-kind contribution totals \$57,482.00. This assumes a 50 percent match. This proposal only allows for a 50 percent match based on the federal dollars awarded.

YEAR TWO: Requested Federal Funds—\$2,088,270.00

1. Personnel: \$300,550.00

Needs unchanged from year-one. Please see narrative from year-one.

2. Fringe Benefits: \$0.00:

No fringe benefits. Please see narrative from year-one.

3. Travel: \$525,200.00

Needs unchanged from year-one. Please see narrative from year-one.

4. Equipment: \$10,000.00

Most equipment purchased in year-one. Represents additional and/or replacement misc. equipment needs not purchased in year-one

5. Supplies: \$30,000.00

Slight reduction from year-one total. Please see narrative from year-one.

6. Contractual: \$130,000.00

Needs unchanged from year-one. Please see narrative from year-one.

7. Construction: \$0.00:

There is no construction element associated with this grant proposal

8. Other: \$1,092,520.00

Needs unchanged except in one area related to the essential software. This cost will be lowered to an estimated \$25,000.00 for support and any upgrades. All other costs listed in year-one remain the same. Please see narrative from year-one.

Total Direct Costs for Year-Two: \$2,088,270.00

YEAR TWO: In-Kind Contributions: 50/50 match based on amount awarded which equals \$2,088,270.00 if full amount requested is awarded.

Same sources of in-kind funding as listed in year-one. Allowed will be \$2,030,788.00 from the state program and \$57,482.00 from position sharing as listed in year-one section. This assumes a 50 percent match. This proposal only allows for a 50 percent match based on the federal dollars awarded.

YEAR THREE: Requested Federal Funds—\$2,078,270.00

1. Personnel: \$300,550.00

Needs unchanged from year-one. Please see narrative from year-one.

2. Fringe Benefits: \$0.00:

No fringe benefits. Please see narrative from year-one.

3. Travel: \$525,200.00

Needs unchanged from year-one. Please see narrative from year-one.

4. Equipment: \$10,000.00

Most equipment purchased in year-one. Represents additional and/or replacement misc. equipment needs not purchased in year-one

5. Supplies: \$20,000.00

A further reduction from year-one and year-two totals. Please see above narrative.

6. Contractual: \$130,000.00

Needs unchanged from year-one. Please see narrative from year-one.

7. Construction: \$0.00:

There is no construction element associated with this grant proposal

8. Other: \$1,092,520.00

Needs unchanged except in one area related to the essential software. This cost will be lowered to an estimated \$25,000.00 for support and any upgrades. All other costs listed in year-one remain the same. Please see narrative from year-one.

Total Direct Costs for Year-Three: \$2,088,270.00

YEAR THREE: In-Kind Contributions: 50/50 match based on amount awarded which equals \$2,088,270.00 if full amount requested is awarded.

Same sources of in-kind funding as listed in year-one and two. Allowed will be \$2,020,738.00 from the state program and \$57,482.00 from position sharing as listed in year-one section. This assumes a 50 percent match. This proposal only allows for a 50 percent match based on the federal dollars awarded.